

**Nebraska Information Technology Commission
State Government Council**

Online Business Registration Work Group

**Wednesday September 8, 2004, 9:00 A.M. to 11:00 A.M.
Nebraska State Office Building, Lower Level Conference Room D
301 Centennial Mall South, Lincoln**

Minutes

A. Participants:

Name	Agency
Armstrong, Rod	Nebrask@ Online
Becker, Rick	NITC/CIO
Bombere, Cathy	Internal Revenue Service
Brown, Dan	Nebrask@ Online
Hightshoe, Melodee	Labor
Lamberson, Tom	Environmental Quality
Lemon, Greg	Secretary of State
Mandava, Eshwar	Labor
Schafer, Steve	CIO
Sloup, Len	Revenue
Taylor, Linda	Agriculture
Williams, Steve	Economic Development

B. Review Minutes from Prior Meeting – No changes to the meeting notes. Len Sloup reported that the Department of Revenue has concluded that a signature is not needed for the tax application form. Only the name of the preparer is required.

C. Progress Report from Nebrask@ Online

Rod Armstrong distributed a summary of data elements used by:

- Department of Labor's UI system,
- Department of Revenue Form 20,
- Secretary of State's Trade Name application,
- Internal Revenue Service Form SS4,
- Department of Environmental Quality's Integrated Information System (Facility Information), and
- Department of Agriculture's Feed and Fertilizer program.

The summary shows what data elements are unique to each agency and which ones are shared by two or more agencies. The next step in this analysis is to consider the data definitions used by each agency and determine whether some of the data elements could be combined.

During discussion, there were questions about the data structure used in other states, and how they map the data from the on-line systems to individual agencies.

There was also discussion about architecture issues, such as how to construct the initial system in order to allow future add-ons, and whether to use XML technology as the means for exchanging data.

D. Next Steps

By the next meeting, NOL will do the following:

1. Investigate the data mapping used in Kansas and Utah;
2. Prepare a prototype for the Nebraska System;
3. Develop a project plan

- E. Set Next Meeting** – The next meeting will be Wednesday October 13 from 9:00 to 10:30 A.M. The location will be the Executive Building (521 South 14th Street), 5th floor conference room.